



## Summary Minutes for Budget & Finance Committee Meeting

Monday, March 3, 2025, at 2:30 pm at the Town Office

1. The meeting was called to order at 2:35 PM.
2. Cay Bradley, Julie Harris, Phil Robinson, and Charles Dyson were present for the meeting. Bonne Schausheck sent regrets.
3. Old Business
  - a. The group agreed that the edits to the Financial Policy addressed the comments from the Town Treasurer and Town Attorney. The revised version will be shared for the March 2025 Town Council meeting and acted upon in the April 2025 meeting.
4. New Business
  - a. The group agreed the proposed schedule should be presented to the Town at the March 2025 Town Council meeting.
  - b. The group discussed a resident concern that the sign for the trash cans by the tennis courts has a grammatical error. This will be budgeted for in the FY 2025 - 2026 budget and addressed after July 1, 2025.
  - c. The FY 2025 - 2026 budget will include \$15,000 to purchase new furniture and address other needs associated with moving offices. The Town Administrator will be responsible for project management.
  - d. Phil Robinson confirmed there is money in the employee salaries budget line to support paying a July 4 parade coordinator at \$30 per hour for 40 hours of work. The Town will not withhold taxes for this payment.
  - e. The group addressed the request from the VIA regarding porta-pottys on the Town Commons. The Town Administrator will seek quotes for two porta-pottys on the Commons, cleaned weekly from Trudy's and Lowery's.
  - f. Motions for Town Council Meeting
    - B&F will make a motion to adopt the proposed schedule for the series of meetings necessary to develop and adopt the FY 2025 - 2026 budget.

- B&F will make a motion directing the Planning Commission to share information to inform the Capital Budget planning process.
- Cay Bradley will make a motion to appoint Phil Robinson to the B&F committee, with one additional member to be identified following the filling of the Town Council vacancy.
- Phil Robinson will make a motion to develop a job description to be posted and filled for the July 4th parade coordinator.

5. The meeting was adjourned at 2:58 pm.

6. Next meeting, Monday, April 7, 2025, 2:30 pm at the Town Office